Columbus – Bartholomew County Planning Department

PUD Final Plan Application Checklist

(Columbus & Bartholomew County Zoning Ordinance Section 5.4(B))

The Final Plan may take the form of a booklet of letter or legal sized paper, a set of 24 inch by 36 inch sheets, or a combination of these formats. The Final Plan shall meet any format requirements of the **Bartholomew County Recorder.**

The following shall be included in the Final Plan submission.

- Cover Page & Index: The cover sheet shall indicate that it is the Final Plan for that particular development and include the date of submittal, an index identifying all sections included in the Final Plan document, and references to any separate sheets of information. Site Description: A description of the property and petitioners involved, including: a. the name, mailing address, e-mail address, and telephone number of the applicant, the name, mailing address, e-mail address, and telephone number of any land surveyors, engineers, or b. other professionals responsible for the Final Plan design, the legal description of the subject property and common address of the site, and c. d. the proposed name of the development (if applicable). Common Holdings Map: A map of any property adjacent to the property subject to the Final Plan owned or otherwise controlled by any or all of the petitioners. Sewerage Verification: A letter verifying that proper waste disposal will be available to the property. For proposals using septic systems (or other alternatives to a sewer utility), a letter from the Bartholomew County Health Department shall be provided verifying that the development shall be adequately served and adequate plans are in place to assure the maintenance of the waste disposal facilities. b. For proposals using a sewer utility, a letter from the appropriate sewer utility shall be included verifying that the proposed development shall be served. 5. ___ Existing Site Conditions: A description of all existing conditions on the subject property, including: Built Features: All existing streets (including travel lanes, rights-of-way, etc.), established open spaces, and
 - structures;
 - Easements: All existing easements and an indication of their purpose; b.
 - Topography: A topographic survey extrapolated from USGS data or otherwise meeting the requirements of C. the Planning Director;
 - Natural Features: The location of natural streams, regulated drains, 100 and 500-year floodplains and floodways, water courses, wetlands (as identified by IDNR, IDEM, or an individual with a US Army Corps of Engineers Regulation 4 Jurisdictional Wetland Certification), wooded areas, and isolated preservable trees (with greater than an 8 inch DCH);
 - Utilities: The location of utilities serving the site (including waste disposal, water, electricity, natural gas, e. cable television, and data transmission);
 - Cemeteries: The boundaries of any cemeteries on, or within 100 feet of, the site. f.
 - Historic Features: An identification of any historic features, specifically those listed as Outstanding, Notable, or Contributing on the Indiana Historic Sites and Structures Inventory - Bartholomew County Interim Report or listed in the National Register of Historic Places and/or Indiana Register of Historic Sites & Structures; and

- h. Other Features: Any other significant feature(s) that may influence the design of the development.
- 5. _____ Proposed Development: A description of the proposed development of the property, including:
 - a. *Street Systems:* The layout and design of proposed street systems (including on-street parking, sidewalks, and street trees);
 - Land Uses: The land use areas within the development (including a specific list of the individual land uses
 permitted in each area and densities of any proposed residential uses);
 - c. *Open Space:* The location, improvement, design, maintenance, and use of any open space (including park facilities, natural areas, trail systems, and other common areas);
 - d. Landscaping: The design of any landscaping, buffering, and/or screening proposed for the development;
 - e. Natural Features: A description of the accommodation of natural streams, regulated drains, 100 and 500-year floodplains and floodways, water courses, wetlands (as identified by IDNR, IDEM, or an individual with a US Army Corps of Engineers Regulation 4 Jurisdictional Wetland Certification), wooded areas, and isolated preservable trees (with greater than an 8 inch DCH);
 - f. Historic Features: A description of the accommodation of historic features, specifically those listed as Outstanding, Notable, or Contributing on the <u>Indiana Historic Sites and Structures Inventory Bartholomew County Interim Report</u> or listed in the <u>National Register of Historic Places</u> and/or <u>Indiana Register of Historic Sites & Structures</u>;
 - g. Development Standards: Final text documenting the development standards that will apply to development (including lot size and dimensions, building setbacks, off-street parking standards, lighting standards, sign standards, landscaping requirements, etc.);
 - h. Written Commitments: A description of any written commitments that are being proposed as part of the development;
 - Covenants: A description of any private covenants and restrictions that will be established for the development; and
 - j. Drainage: A detailed drainage plan meeting the requirements of the appropriate (City or County) Engineer.
- 7. ______ Supplemental Information: Any other information requested by the Planning Director or Plan Commission to aid in the review of the Final Plan. This may included, but not be limited to, topic areas such as traffic, utilities, flood hazards, and architectural design standards.